

DEPARTMENT OF NATURAL RESOURCES
AND CONSERVATION

2705 Spurgin Road, Missoula, MT 59804-3199
(406) 542-4300 Telefax (406) 542-4217



BRIAN SCHWEITZER
GOVERNOR

STATE OF MONTANA

RECEIVED

DIRECTOR'S OFFICE (406) 444-2074
TELEFAX: (406) 444-2684

February 20, 2008

FEB 21 2008

Ravalli County Commissioners

Dear Grant Applicant,

The application period for matching funds through the federally funded Volunteer Fire Assistance (VFA) program (US Forest Service) and the Rural Fire Assistance (RFA) program (US Department of Interior Agencies – Bureau of Land Management, US Fish & Wildlife Service, Bureau of Indian Affairs and National Park Service) is now open. Completed applications must be received by **March 24, 2008**. This short turnaround time is necessitated by changes within the federal system.

Submit applications to:
Montana DNRC
Forestry Division/Fire & Aviation Management
2705 Spurgin Road
Missoula, MT 59804-3199

Single applications representing county-wide fire organizations are required. Attach one Appendix A for each individual department and list the project for that department. At the top of each Appendix A, please write the name of the organization that corresponds to the appendix. For county-wide projects (a project that benefits all departments within a county; i.e. repeater system), include one Appendix A and note that it includes all the departments listed in the main body of the application.

As in the past, projects with wildland fire emphasis will receive priority. Communications equipment should be capable of integrating with state and federal firefighting forces (analog and narrow-band). The maximum grant amount for a single applicant is \$20,000. Construction or improvement of fire stations for housing equipment, normal operational expenses and maintenance do not qualify for VFA/RFA funding. Incomplete applications or those missing elements may not be considered, so please look them over carefully and do not rely on last year's application.

The VFA/RFA grant has been an excellent source for local fire organizations and we encourage your participation. The 2007 grant was roughly one-fourth of what we saw in 2006, with this year's award probably somewhere between the two. We appreciate the work involved in getting county agencies together and putting the applications together fairly, and realize that the turnaround time is short this year.

More details are available by contacting your local DNRC office, by calling me at (406) 622-5455 or on the internet at www.dnrc.mt.gov/forestry/Fire.

DOUGLAS F. WILLIAMS
Rural Fire Coordinator
DNRC/Fire & Aviation Management

RURAL FIRE ASSISTANCE (RFA) PROGRAM

Purpose

The Rural Fire Assistance Program is a Department of the Interior program to enhance firefighter safety and strengthen fire protection capabilities. Safe and effective fire suppression in the wildland urban interface demands close coordination among local, state, tribal, and federal firefighting resources. Funding will be used to provide technical assistance, training, supplies, equipment and public education support to rural fire departments.

Criteria for Project Selection

The following criteria will determine suitable Rural Fire Assistance projects:

- A statewide agreement exists with the State Forester, who maintains cooperative fire agreements with the Rural Fire Departments (RFD) and Volunteer Fire Departments (VFD), or a cooperative fire agreement is in effect with a Department of the Interior bureau.
- The rural fire department serves a community with a population of 10,000 or less in the wildland urban interface.
- *The funding request is limited to training, PPE, and communications equipment.*
- The Rural Fire Department has the capability to meet cost-share at a minimum of 10%, which may include in-kind services.

In prioritizing fund allocation among Rural Fire Departments, agency evaluators will:

- Determine each department's frequency of responses to wildland urban fire incidents in the local area and evaluate these frequencies against other applicants.
- Evaluate the department's wildland fire prevention and education program needs relative to other applicants.
- Evaluate the department's training program needs relative to other applicants.
- Evaluate the community's and DOI's values to be protected relative to other applicants.
- Evaluate the percentage of wildland urban area relative to other applicants.
- Determine the number of wildland fire engines in the department relative to the percentage of wildland urban interface acres protected.

Program Administration

To ensure consistency and compatibility with existing rural fire assistance programs, Interior bureaus will work with state foresters. A maximum allowable contribution from the Department of the Interior per Rural Fire Department per year is established at \$20,000.

FACT SHEET
VOLUNTEER FIRE ASSISTANCE (VFA) PROGRAM

F-220

File: not filed

VFA, Title IV, is a federal matching funds program with dollars provided through the USDA Forest Service. The program is administered by the Montana State Forester (State Department of Natural Resources and Conservation - DNRC). Title II/IV authorizes the Secretary of Agriculture to provide funds and technical assistance to the Montana DNRC to organize, train and equip local forces for preventing and suppressing wildfires.

1. Financial assistance on any project during any fiscal year cannot exceed 50 percent of the actual expenditures, including expenditures of local and private non-profit organizations participating in the agreement.
 2. This assistance is available only to communities under 10,000 in population, but groups of smaller communities may join together in a combined effort to serve more than 10,000 people.
 3. Costs associated with the project prior to project approval, are normally not eligible for funding.
 4. Cost sharing funds for approved projects will normally be transferred at the completion of the project.
 5. Project coverage might include such items as:
 - (a) Fire Protection Organization and Planning
 - (1) Formation of Rural and Volunteer Fire Districts
 - (2) Fire Plans
 - (b) Fire Training
 - (1) Structural fire protection
 - (2) Wildland fire protection
 - (c) Fire Equipment
 - (1) Communications systems
 - (2) Conversion of Excess Military Property
 - (3) New equipment purchases
 - (d) Fire Prevention
 - (1) Signs, posters, and educational materials
 - (2) Smoke detectors, tools, and equipment
 - (3) Prevention projects
 - (e) Wildland PPE
 6. Construction or improvement of fire stations for housing fire equipment, normal operational expenses, and maintenance expenses cannot qualify for Volunteer Fire Assistance funds.
 7. Federal funds may **not** be used by local organizations to match VFA funds.
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Volunteer Fire Assistance and Rural Fire Assistance Program

Date Rcv'd.: _____

*For DNRC Use Only***Application Period: February 21 – March 24, 2008**

APPLICANT:

Date _____

Name of Organization _____

Address _____

City _____ County _____, Montana / Zip _____

Person to Contact (name) _____ (Title) _____

Phone _____ Cell _____ Email _____

Chief Officer _____ (Title) _____

Federal Identification number to be used for grant: # 81 - _____

DUNS number: _____

JURISDICTIONBriefly describe your jurisdiction. _____

Do you protect all property/residents in your community, district or area? Yes___ No___

PROJECT INVOLVEMENT - Countywide Application

Communities involved (names) _____

List Departments involved (complete Appendix A for each dept) _____

DOES THE PROJECT HAVE, OR HAVE THEY APPLIED FOR AN FHA COMMUNITY FACILITY LOAN THAT RELATES TO IMPROVE FIRE PROTECTION? Yes___ No___ If "Yes", when _____

DOES FIRE DEPARTMENT HAVE A CURRENT COOPERATIVE WILDLAND FIRE AGREEMENT WITH

(circle one) **DOI** **Tribal** **State** **USFS** **None**

IS THE FIRE DEPARTMENT A TRIBAL DEPARTMENT? Yes ____ No ____

**DOES THE DEPARTMENT HAVE INDIAN TRUST AND/OR RESTRICTED INDIAN LAND WITHIN
PRIMARY RESPONSE AREA?** Yes ____ No ____

WHAT ASSISTANCE DOES THIS APPLICATION COVER?

Organizing Fire Protection _____
Training _____
Fire Equipment _____
Fire Prevention _____
Wildland PPE _____

ESTIMATED TOTAL PROJECT COST: *From Appendix "A"*

TOTAL \$ _____

FIRE SERVICE INFORMATION:

| | | |
|---|---------------------|----------------------|
| Do you file your fire reports using the NFIRS system? | Yes | No |
| Number of wildland urban intermix acres protected by applicant: | | |
| Number of wildfire responses within primary response area in 2007 - DOI lands: | | USFS lands: |
| Total number of wildfire responses in 2007: | # of Initial Attack | # of Extended Attack |
| Number of mutual aid responses within primary response area in 2007 (include ALL agencies): | | |
| Total number of all Fire Department responses in 2007 (wildfire, structure, EMS, all-risk): | | |
| Minimum number of firefighters responding to structure fire in past three years: | | |
| Maximum response distance (do not include mutual aid): | | |
| Does your Fire Department have a wildland fire prevention program? | | Yes No |
| How many members of department meet basic wildland firefighter safety training (S130,S190)? | | |
| How many members meet advanced wildland firefighter qualifications (ENGB,STEN,ICT3,etc)? | | |
| What basic/advanced wildland fire training courses are necessary to meet department's needs? | | |
| Does the department currently have wildland fire PPE for all active members? If not, how many members are equipped with PPE? | | |
| Do you have a Community Wildland Fire Protection Plan (CWPP) or equivalent plan? | | Yes No |

NOTE:

- One Appendix "A" must be attached for each department included in this application.
- Contracts are valid for six months from date of issuance; all allocated funds are to be expended by the contract expiration date.
- ONLY Countywide applications will be considered for grant participation, with exception of departments in counties without a countywide organization. In the case of departments in counties without a county fire association or fire council, countywide fire department, etc., your applications must be submitted through your County Fire Warden.

NIMS CERTIFICATION: I certify that our organization has adopted and uses the National Incident Management System (NIMS) in day-to-day emergency operations. Yes____ No____

Application Prepared By: _____ Date: _____

Signature: _____

Mail application and appendixes to:

Montana DNRC
Forestry Division/ Fire & Aviation
ATTN: VFA/RFA Grant Program
2705 Spurgin Road
Missoula, MT 59804-3199

DNRC contacts:

Doug Williams 406-622-5455 DWilliams4@mt.gov
Ann Evans 406-542-4233 aevans@mt.gov

APPENDIX "A"
VOLUNTEER AND RURAL FIRE ASSISTANCE GRANT PROGRAM
DEPARTMENT: _____

F-219

Contract Name, Phone, email:

TRAINING Description: _____

| <u>COURSE TITLE</u> | <u># TRAINEES</u> | <u># OF HOURS PER TRAINEE</u> | <u>TOTAL \$\$</u> |
|---------------------|-------------------|-----------------------------------|-------------------|
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

EQUIPMENT Description: _____

| <u>ITEM</u> | <u>ESTIMATED COST</u> |
|-------------|-----------------------|
| _____ | \$ _____ |
| _____ | \$ _____ |
| _____ | \$ _____ |
| _____ | \$ _____ |

PREVENTION Description: _____

| <u>ITEM</u> | <u>ESTIMATED COST</u> |
|-------------|-----------------------|
| _____ | \$ _____ |
| _____ | \$ _____ |

(OVER)

ORG/PLANNING Description : _____

| <u>ITEM</u> | <u>ESTIMATED COST</u> |
|-------------|-----------------------|
| _____ | \$ _____ |
| _____ | \$ _____ |
| _____ | \$ _____ |
| _____ | \$ _____ |

Contributed Labor: Description of Project: _____
 (Volunteer labor that does not result in a billing to you.)

Number of Hours _____

Cost at \$7.50/hour \$ _____

TOTAL ESTIMATED PROJECT :

\$ _____

(enter on page 2 of application)

(Expand on additional sheets, if necessary)

APPENDIX "B"
VOLUNTEER AND RURAL FIRE ASSISTANCE GRANT PROGRAM
PROPERTY MANAGEMENT STANDARDS - FEDERAL GOVERNMENT

F-222

Non-expendable Personal Property: Tangible personal property having a useful life of more than one year and an acquisition cost of \$5,000.00 or more per unit. Records will be kept by the State and inventory verified biennially.

The Grantee (or Sub-Grantee) shall retain the property as long as it is needed to accomplish the purpose of the program, whether or not the program continues to be supported by Federal funds.

Property with an acquisition cost of more than \$5,000.00 may be made available to other Federal programs, or, if not needed, then may be sold and the Federal Government reimbursed for its share.

Property records shall be maintained accurately and include:

1. Description (nomenclature)
2. Serial Number
3. Acquisition Date
4. Acquisition Cost
5. Source
6. Percentage of Federal Funds (generally 50% to 90%) in Volunteer and Rural Fire Assistance
7. Location
8. Use
9. Condition
10. Disposition Data
 - a. Sales Price
 - b. Fair Market Value

Physical inventory shall be taken every two (2) years and verified:

1. Existence
2. Current Use
3. Need

Control system to prevent loss, damage, theft, etc.

The Federal re-imbursement for property sold shall be computed by applying the percentage of Federal participation in the item to the sales proceeds less \$100.00 or 10%, whichever is greatest (for selling and handling expenses).

AN EXAMPLE OF THIS FORMULA:

Federal share of Project Cost = \$1,500.00

Percent Federal Share:

| | | | | |
|-------------------------------|------------|---|---|---------------|
| Federal Share of Project Cost | \$1,500.00 | | | |
| + | | = | + | |
| Total Project Cost | \$6,000.00 | | | = 0.25 or 25% |

Fair Market Value (new sales price) = \$1,000.00

Federal Re-imbursement due the Government:

| | | | | |
|-----------------|---|-----------------------|---|--------------------|
| New Sales Price | x | Percent Federal Share | = | Re-imbursement Due |
| \$1,000.00 | | 25% | | = \$250.00 |

The State is entitled to \$100.00 or 10%, whichever is greatest (for selling and handling expenses). These funds are a deduction from the Federal reimbursement due.